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[REDACTED] SUPPORT OFFICERS' MEETING
20 May 1964
DD/S Conference Room

1. Those present:

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[REDACTED]

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2. [REDACTED] reported on the following topics from the Senior Staff Meeting:

a. Mr. John Clarke announced that very shortly there would be a call for the operating budget FY-65. Mr. Kirkpatrick added a reminder that the DCI has stated that any component desiring to program something new would have to eliminate something old since currently the money situation is very tight.

b. The Director has reiterated his desire that relations between the Agency and DIA remain on an even keel. Should problems arise which cannot be resolved on the working level, it is his desire that they be raised to a level where they can be resolved.

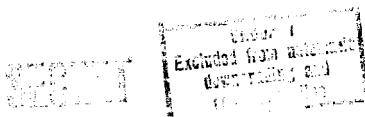
c. The Director has asked that all employees be instructed to respond "no comment" to any questions they may receive about the rash of new books being published this spring which are highly critical of the Agency. The Director has stated that he will take whatever action is necessary to set the record straight and to protect the integrity of the Agency.

25X1

3. Regarding the lower interest rates for vehicle loans which the Credit Union is authorizing as of 1 May, [REDACTED] Central Processing have agreed to brief personnel proceeding abroad on the advantages, but they have suggested that Division Support Chiefs should also make sure that departees in their components are fully briefed on this subject.

4. The Quarterly Report on Economy Actions and Accomplishments is due by 31 May 1964. The reports of DD/P Divisions and Staffs should be submitted to SSA as soon as possible so that they may be consolidated and submitted to the DD/P early in June.

25 YEAR RE-REVIEW



5. During the past several weeks there have been a number of travel vouchers for Division Chiefs and requests for redelegation of approving authorities which have been sent directly to the DD/P for approval. Since the DD/P desires that each such travel voucher and redelegation request be reviewed by SSA prior to approval, it would save time if they were routed to SSA initially.

6. Mr. Helms has pointed out that Mr. Paul Chretien is responsible for the processing of proofs and advance copies of books and other publications sent the Agency for review. There have been problems in the past when such proofs or advance copies have been sent to DD/P components for review. To eliminate future problems Mr. Helms directed that such documents will be reviewed by a knowledgeable person and that written comments will be forwarded to Mr. Chretien with a copy provided for the DD/P.

7. The DD/P has requested that when any Division or Staff Chief makes a trip abroad he is to advise the Executive Assistant to the Director upon his return so that a briefing on the trip at the Director's Morning Staff Meeting can be arranged if desired.

8. When DD/P components desire that the Director meet with foreign visitors, arrangements for the meeting should be made with the Director's office well in advance. Complete biographical data on operational involvement and information on the personal interests of the visitor are to be provided to the Director as soon in advance of the visit as is possible.

9. At his Staff Meeting, Colonel White gave a brief run-down on his recent trip.

10. Colonel White stated that our personnel abroad were living as well, if not better, than others overseas and that it was his conclusion that the 50 - 50 split arrangement of the current regulations was not working a real hardship on our people. He expressed the belief that one problem is that our personnel abroad have a tendency to compare themselves with other Stations, such as [redacted] rather than comparing their own situation with that of other Government employees at their own post.

11. During his recent trip. Colonel White pushed hard at each Station he visited for cutting down on official vehicles and converting to the Transportation Allowance System for reimbursement on a mileage basis.

In this regard, SSA-DD/S will take up with Colonel White any changes in the present regulation which may be needed in order to implement his desire for a more liberal granting of the transportation allowance.

25X1 12. [] requested that each component review its requirements for District of Columbia parking permits since new permits are to be issued on 1 June 1964. Requests for permits must be in the name of an overt employee and should be addressed to Space Allocation and Facilities Branch/LSD/OL.

13. The remainder of the meeting was devoted to a discussion of possible Work Shop topics for the Support Officers Conference scheduled for 3 - 5 June 1964.

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